

**MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS**

**MEETING HELD ON JUNE 28, 2022**

- 1) The Board of Supervisors of Sioux County, Iowa, met pursuant to adjournment at 9:00 a.m. with Chairman Jerry Muilenburg presiding. Members present were Jerry Muilenburg, Mark Sybesma, John Degen, Al Bloemendaal, and Carl Vande Weerd.
- 2) Minutes of the meetings held on June 14, 2022 were submitted. Motion by Bloemendaal and supported by Vande Weerd to approve the minutes as submitted. Motion carried unanimously.
- 3) As this was the date, June 28, 2022, and time, 9:00 a.m. for a public hearing, the Chairman opened the public hearing. Sioux County Auditor, Ryan Dokter, discussed the old communications tower property on Highway 10 west of Orange City the county wishes to dispose of. Dokter stated that in working with Emergency Management Director, Nate Huizenga, that August 23 at 9:00 a.m. would be an ideal time for the public auction of the property. No written or oral comments were received by the public. The Chairman closed the public hearing. Motion by Degen and supported by Bloemendaal to approve the following resolution setting the date and time for the auction of the county property. Roll call on vote: Sybesma, Yes; Degen, Yes; Bloemendaal, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

**RESOLUTION NO. 37  
RESOLUTION OF THE SIOUX COUNTY  
BOARD OF SUPERVISORS SETTING SALE  
FOR PROPERTY DISPOSITION**

WHEREAS, the county has an interest in certain real estate described as:

The North 360 feet of the East 300 feet of the NW1/4 of the NW1/4 of Section 2 in Township 94 North, Range 45 West of the 5<sup>th</sup> P.M.

WHEREAS, the county is desirous of disposing of its interest in the above legally described property pursuant to Code of Iowa Section 331.361;

WHEREAS, the county should sell the property by holding a public sale and selling to the highest bidder;

THEREFORE, BE IT RESOLVED by the Sioux County Board of Supervisors:

That after public hearing pursuant to Code of Iowa Section 331.361(2) the Board of Supervisors sets August 23, 2022 at 9:00 a.m. as the date and time for sale of the property. The auction will take place in the Board Room at 210 Central Ave SW, Orange City, IA 51041. The County Auditor shall publish notice of the sale and copy of this resolution in accordance with Code of Iowa Section 331.305.

PASSED AND APPROVED this 28<sup>th</sup> day of June, 2022.

/s/Jerry Muilenburg  
Chair, Board of Supervisors

ATTEST: /s/Ryan Dokter, Sioux County Auditor

- 4) Ryan Dokter, Sioux County Auditor, requested Board approval of a new employee to fill the Elections Administrator position, Rachel Brunsting. Motion by Sybesma and supported by Vande Weerd to approve the new employee. Motion carried unanimously.
- 5) Motion by Degen and supported by Vande Weerd to approve the following appropriations resolution for FY2023. Roll call on vote: Sybesma, Yes; Degen, Yes; Bloemendaal, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

**RESOLUTION 2022-38**

WHEREAS, it is desired to make appropriations for each of the different offices and departments for fiscal year 2023 in accordance with Section 331.434(6), Code of Iowa,

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Sioux County, Iowa as follows:

SECTION 1. The amounts itemized by fund and by department or office on the attached schedule are hereby appropriated at 100% of total expenditures for each department, as listed in the last column on the same line of the attached schedule.

SECTION 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the itemized funds.

SECTION 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditures of money for a purpose in excess of the amounts appropriated pursuant to this resolution.

SECTION 4. If at any time during the fiscal year 2023 budget year the Auditor shall ascertain that the available resources of a department for that year will be less than said department total appropriations, he shall immediately so inform the Board and recommend appropriate corrective action.

SECTION 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and officers monthly during fiscal year 2023 budget year.

SECTION 6. All appropriations authorized pursuant to this Resolution lapse at the close of business on June 30, 2023.

The above and foregoing resolution was adopted by the Board of Supervisors of Sioux County, Iowa, on June 28, 2022.

/s/Jerry Muilenburg, Chairman  
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter  
Sioux County Auditor

- 6) Bloemendaal and supported by Degen to approve the following resolution to authorize the county auditor to make payments without prior Board approval. Roll call on vote: Sybesma, Yes; Degen, Yes; Bloemendaal, Yes; Vande Weerd, Yes; Muilenburg, Yes. Motion carried unanimously.

**RESOLUTION 2022-39**

**Authorize County Auditor to Issue Checks to Make Payments without Prior Board Approval**

WHEREAS, Iowa Code Section 331.506(3) provides that the Board may authorize the County Auditor to issue checks without Board approval for specific purposes, and

WHEREAS Sioux County receives services that have fixed charges including, but not limited to, freight, express, postage, water, light, telephone service or contractual services.

WHEREAS salaries and payrolls for fiscal year 2022/2023 have been set and approved by the Board of Supervisors on February 22, 2022. The employee's salary or hourly rate was certified to the Board by the Department Head.

WHEREAS the bills paid shall be submitted to the board for review and approval at its next meeting following the payment. The action of the Board shall be recorded in the minutes of the Board.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Sioux County to authorize the County Auditor to issue checks for the above listed payments prior to Board approval effective July 1, 2022.

Passed and approved this 28<sup>th</sup> day of June, 2022.

/s/Jerry Muilenburg, Chairman  
Sioux County Board of Supervisors

ATTEST: /s/Ryan Dokter  
Sioux County Auditor

- 7) Supervisor Vande Weerd began discussion regarding the County purchasing the old Sioux Center Airport property. Discussion involved the provisions of the real estate agreement if the property were to be sold in the next 10 years as well as the City of Sioux Center's provisions for debt owed from the Youth Fair and Saddle Clubs. Motion by Sybesma and supported by Vande Weerd to approve the agreement with the City of Sioux Center based on a July 1, 2022 or later closing date, contingent upon the review of the County Attorney. Motion carried unanimously.
- 8) Justin Jacobsma, CPA with Williams & Company P.C. reviewed the FY2021 Sioux County Audit with the Board. Jacobsma stated that the report is presented in an unmodified or clean opinion. Motion by Sybesma and supported by Bloemendaal to accept the FY2021 audit report. Motion carried unanimously.
- 9) Jamie Van Voorst, Captain, Sioux County Sheriff, requested Board approval for law enforcement contracts for the following cities: Boyden, Chatsworth, Granville, Hospers, Hull, Matlock, and Maurice. Motion by Degen and supported by Sybesma to approve the contracts. Motion carried unanimously.
- 10) Joyce Murphy, Real Estate Clerk/Office Manager – Sioux County Assessor, presented updated quotes from two vendors regarding the postage machines used in the courthouse and Treasurer's office. Motion by Sybesma and supported by Vande Weerd to go with the low quote from Quadient for a 5-year lease. Motion carried unanimously.
- 11) Motion by Bloemendaal and supported by Degen to approve the Community Health Partners Agreement for FY2023. Motion carried unanimously.
- 12) Motion by Sybesma and supported by Vande Weerd to approve the Mental Health Advocate Agreement with the Sioux Rivers MHDS Region. Motion carried unanimously.
- 13) Ryan Dokter, Sioux County Auditor, reported the 2022 Primary Election costs were \$35,602.28. This compares well with 2018 in terms of costs.

- 14) Motion by Bloemendaal and supported by Sybesma to approve a liquor license renewal for Sfumato Pizza. Motion carried unanimously.
- 15) Chairman Muilenburg noted it was 10:00 a.m. for a bid letting regarding the courthouse window replacement project. Doug Julius was present to open bids and discuss the project.

| <u>Contractor</u>       | <u>Bid</u>   |
|-------------------------|--------------|
| Schiebout Window & Door | \$799,356.29 |

No other bids were received.

Julius noted that the price falls within the range of cost for other recent similar projects and this project is turnkey, but does not include interior window coverings.

Motion by Vande Weerd and supported by Degen to approve the bid. Motion carried unanimously.

- 16) Motion by Vande Weerd and supported by Sybesma to approve the claims for June 28, 2022, as presented by the County Auditor. Motion carried unanimously.

17) Committee Reports:

- **Vande Weerd**– Reported that a quote has been received for walls/sheetrock, doors, and interior office windows for just under \$20,000 for the old Westside Motors property. The contractor and begin work mid-July. Electrical and flooring costs will be outside the scope of this contractor. Motion by Vande Weerd and supported by Degen to proceed with the contractor on the old Westside Motors property. Motion carried unanimously.
- **Degen** – Reported that the Ash trees around the courthouse will be treated for Ash bore.
- **Sybesma** – Reported on a recent Housing Trust meeting. The county will no longer need to contribute an annual sum to the agency and will lose two years of investment as the funds will not be necessarily dedicated to Sioux County. The agency will pool the funds for State matching grants.

18) Joel Sikkema, Sioux County Engineer,

- Requested Board approval for a funding agreement for the B30 Rock River bridge replacement BRS-SWAP-C084(170)—FF-84. Motion by Sybesma and supported by Bloemendaal to approve the agreement. Motion carried unanimously.
- Requested Board approval of two permit application agreements for MidAmerican Energy, one for a fiber optic project in Garfield Township and another for a utility pole replacement, also in Garfield Township. Motion by Sybesma and supported by Bloemendaal to approve the permit application agreements as presented. Motion carried unanimously.
- Discussed the land purchase agreement for a gravel pit for \$17,500/acre. Motion by Sybesma and supported by Vande Weerd to approve the agreement upon satisfactory revisions to the agreement regarding damages. Motion carried unanimously.
- Requested Board approval of the incremental changes to the Secondary Road MOU agreement which entail changes for use of comp time, including time off for Christmas Eve afternoon, creating a temporary employee status for seasonal employees, and updated rates of pay. Motion by Bloemendaal and supported by Degen to approve the changes to the MOU. Motion carried unanimously.

- Requested a status change for Joe Moret from temporary to regular part-time. Motion by Bloemendaal and supported by Vande Weerd to approve the employee status change. Motion carried unanimously.
- Updated the Board on the Fairview bridge project which was completed June 17, the structural plate near Boyden was completed June 14, the box culvert project near Carmel will begin July 7, the PCC overlay on B46 will begin around mid-August, and the County home demolition began June 21.
- Updated the Board on secondary road activities and reported that about 160,000 tons has been crushed at the Groth Pit.

19) Chairman Muilenburg began discussion regarding the duties of Shane Walter as they relate to the responsibilities for Sioux County as well as CEO for the Sioux Rivers Mental Health Region. Shane Walter was present for this discussion.

Walter reported that the Sioux Rivers Region would like him to be full-time for the Region and release his county duties. Walter reported that if he had to make a choice, he would rather perform the county duties of Zoning Director, Environmental Health, and General Assistance, as he has not had the time to do all of the duties fully. Walter is seeking Board approval of a salary request of \$105,000.

Supervisor Vande Weerd stated he would prefer that Walter stay with the Region as Sioux County is the largest county in the Region and would be good to have him there. The compensation for those duties is pretty decent. Vande Weerd shared some research on county positions involving zoning and environmental health from ISAC and those positions on average are much less than Walter's compensation request. Vande Weerd also stated that he believes that if Walter has all the county duties and not Region duties, that there are still too many things on his plate, and would still be too busy. Vande Weerd suggested a wage of \$75,000/year.

Supervisor Sybesma prefers to keep government simple and less intrusive and the county has been getting by really well for a long time with Walter handling all of the duties. Sybesma stated that zoning has improved a great deal as well as the Board of Adjustment.

Supervisor Bloemendaal stated he is happy that Walter prefers to stay with the County but admitted that coming up with the right compensation package is difficult to find acceptable and fair.

Motion by Sybesma and supported by Bloemendaal to assign the duties of Zoning, Environmental Health, General Assistance, and other duties as requested by Walter in the request submitted for an annual salary of \$95,000 and Walter would resign from the Region. Voice vote: Sybesma, Yes; Bloemendaal, Yes; Muilenburg, Yes; Vande Weerd, No; Degen, No. Motion passes 3 in favor, 2 opposed.

20) Motion by Degen and supported by Bloemendaal to adjourn the meeting. Motion carried and the meeting was adjourned at 11:38 a.m. until Tuesday, July 12, 2022.

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Jerry Muilenburg, Chairman  
Sioux County Board of Supervisors

ATTEST: \_\_\_\_\_  
Ryan Dokter  
Sioux County Auditor